

## PUBLIC HEALTH

## POLICY DESCRIPTION FORM

Department/Group: Public Health/HSS Budget Code: AAA-PHLTitle: Restoration of Program Analysis and Statistics PositionsPRIORITY: Rank 2 of 11 FUNDING: Full Year ☒ Other ☐ \_\_\_\_\_ MonthsITEM STATUS: Restoration ☒ Program Change ☐ Workload ☐

OPERATIONAL AND/OR FISCAL IMPACT: Clearly explain the impact on services (attach additional pages if required)

Our Program Analysis and Statistics program currently has one budgeted vacant position that the department would like to retain.

The position is a Clerk III in our vital statistics group. Staff in that group are currently working overtime to keep up with the workload. The manager position in that area is currently vacant, but, in recruitment. It is the department's intent to have the new manager fill that Clerk III position immediately. The timelines for work in the vital statistics group are driven by State mandated turnaround times; therefore, deletion of this position would only necessitate the continued use of overtime. The vital statistics group is funded through fee revenue for birth and death certificates.

	2003-04	Ongoing 2004-05
<b>APPROPRIATIONS</b>		
Salaries & Benefits (attach additional page if required)	\$ 32,552	\$ 32,552

## CLASSIFICATIONS

Budgeted Staff	Title	Amount
.8	Clerk III	32,552
_____	_____	_____
_____	_____	_____

Services &amp; Supplies

Other (specify) \_\_\_\_\_

Equipment

## FIXED ASSETS

Item	Amount
_____	_____
_____	_____
_____	_____

Reimbursements (specify) \_\_\_\_\_

Total: \$ 32,552 \$ 32,552

REVENUE (specify source)

Fees	32,552	32,552
_____	_____	_____
_____	_____	_____

Total: \$ 32,552 \$ 32,552

LOCAL COST \$ 0 \$ 0